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FORM NO. 1 FEB 56 241 REPLACES FORM 36-8 WHICH MAY BE USED. GPO : 1988 0 - 207-558 (47)

DA/Plans

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

STAT
STATExecutive Officer to the DDA
7D24 Headquarters

EXTENSION

NO.

DATE

3 APR 1986

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

STAT

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1. D/Communications Rec'd
4/292. D/Finance Rec'd
616 Key 4/253. D/Information Services
1206 Ames Rec'd 4/284. D/Information Technology
2D0105 Hqs Rec'd 4/295. D/Logistics Rec'd
4/236. D/Medical Services Rec'd
1D4040 Hqs 4/287. D/Personnel Rec'd
4/288. D/Security Rec'd
4/289. D/Training and Education
936 C of C Rec'd 4/2910. DDH/SSA Rec'd
OED/SS 4/14

11.

12.

13.

14.

15.

FORM
1-79610 USE PREVIOUS
EDITIONS

STAT

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ADMINISTRATIVE - INTERNAL USE ONLY

SUBJECT: Excellence Update

4. As reported at the 1 April staff meeting, it is not necessary for you to assemble all of these examples into a single report. You can send your individual sheets of paper or items in one envelope because the DA Plans Staff must put it all together, eliminate some, select the best, and merge it with the other Directorate's input. Hopefully, we will produce a more interesting headquarters notice and encourage the support of all employees in continuing the DCI's excellence program.

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SUBJECT: Excellence Update

STAT

ORIG:C/DA/Plans (3 Apr 86)

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